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CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: Michael P. McLaughlin, City Manager *MPM*
FROM: Jessica Bellah, Community Planner
VIA: Celia Craze, Director of Planning and Community Development
DATE: October 12, 2015
SUBJECT: Recommendation for selection of consultant to perform professional services for the Buddy Attick Park parking lot stormwater management demonstration and water quality treatment project.

Background

In fall 2014, the city applied for project funding under the Chesapeake Bay Trust's Prince George's County Stormwater Stewardship Grant Program to incorporate Low Impact Development (LID) practices within the Buddy Attick Park parking lot redesign project. The grant award leverages existing city funds to create a superior design product that would also treat stormwater runoff and engage the public in stormwater issues. In December 2014, the City was awarded \$187,700 from the Chesapeake Bay Trust for the design and construction of stormwater best management practices at the Buddy Attick Park parking lot site.

Per the scope of the approved grant award, staff developed and advertised a Request for Proposals (RFP) from qualified professional design/engineer firms to prepare concept and design development drawings for the project. The RFP was advertised in the Washington Post on Monday June 8, 2015 and was posted to the city webpage. A site meeting with staff was held on July 1, 2015 to further discuss the project with interested firms prior to submission of their proposals.

Response

The City received four (4) responses to the RFP which is considered a good response rate for this type of project. The submitted proposals were reviewed by staff for compliance with the scope of work outlined in the RFP. All firms adequately met criteria for demonstrating an understanding of the project goals, presenting personnel with sufficient professional qualifications, and displaying relevant work experience from past projects. The list of companies/firms submitting proposals and their associated cost quotes are as follows:

- | | |
|-------------------------|-----------|
| • Soltez | \$ 76,500 |
| • EBA Engineering, Inc. | \$ 38,900 |
| • Bradley Site Design | \$ 33,700 |
| • SKELLY and LOY, Inc. | \$ 29,910 |

The estimated budget proposed in the grant application was \$24,100 to undertake site analysis, concept plan development, design development, and permit/construction documents. The city provided a \$15,000 cash match and requested \$9,100 in grant funding for design work. Received cost proposals exceed the estimated cost for design work by \$5,810 to \$52,400. The Chesapeake Bay Trust was

consulted and has preliminarily granted the City permission to redistribute \$10,000 of awarded grant funds to cover the higher cost for undertaking design work.

Content of Proposals

Staff reviewed each proposal submission in context of the overarching goals, available funding, and needs of the project. After careful consideration and review of each submitted proposal, staff found that proposals submitted by Soltez and EBA Engineering, Inc did not best meet the project's needs and fiscal restraints. Both the Skelly and Loy, Inc. and Bradley Site Design proposals addressed the requirements of the RFP. It is staff's assessment that either firm is able to provide the required services and that their proposals reflect an understanding of the scope and purpose of the Buddy Attick Park parking lot stormwater management demonstration and water quality treatment project.

Staff offers the following observations and summary of content for the S&L and BSD proposals:

Bradley Site Design (BSD)

Proposal Summary

BSD has outlined a scope of services and timeline that works within the grant requirements. The design process would include multiple opportunities for staff, Council, and the public to provide input in developing conceptual and final designs. The proposal focuses on matching the design to available funding and highlight's the team's flexibility in adjusting the design to meet several, and sometimes competing, site needs.

With a primary focus on landscape architecture, BSD's proposal considers the public use and aesthetic/educational value of the site. As outlined in their proposal, BSD has partnered with Greening Urban LLC (GU) to provide civil engineering services and technical expertise related to LID and transportation practices. The team has previously worked together in developing projects which utilized a variety of different LID treatments at residential properties, schools, parks and other public facilities.

Staff Observation and Comment

- BSD has previously worked with the city on design projects (Roosevelt Center Renovation, monument signs, skate park) and has an understanding of the public meeting and decision making process in Greenbelt
- Provides two concept designs from which to choose
- Final LID products from prior projects are aesthetically superior and provide high visual enhancement.
- Prior project experience includes design and incorporation of LID practices at a parking lot next to a park facility.
- Proposed scope of service includes survey of project area and stormwater calculation/management plans.

Skelly and Loy Inc. (S&L)

Proposal Summary

The S&L proposal outlines a technically focused approach and schedule that works within the grant requirements. The project team appears to have substantial experience in selecting, designing, and siting LID practices in a manner responsive to public input. S&L's team would develop a single concept plan option for city comment followed by a detailed design plan. The proposed meeting schedule includes a project kickoff meeting and additional staff level input via conference calls. Concept and detailed design plans would be presented on graphic boards to Council and Advisory Boards.

As outlined in their proposal, S&L has partnered with Rossi Transportation Group Inc. (RTG). RTG would provide civil engineering services and technical expertise related to LID and transportation practices. RTG is a newer firm, established in 2015 but lead by an experienced principal planner.

Previous relevant work includes retrofits of existing stormwater systems and utilization of a variety of LID techniques to best suit available funding and project site conditions. Stated objectives include increased public engagement with LID facilities, visual enhancement, and efforts for minimization of tree impacts.

Staff Observation and Comment

- Attended the pre-proposal site meeting and displayed a clear understanding of the site's existing conditions and desired improvements
- Provides a technical approach and high level of understanding of the necessary agency review and permitting process for this project
- Proposed scope of service includes survey of project area, base mapping, and hydrology study.
- Proposal does not include design for interpretive signage associated with LID facilities or a complete bid book.
- While highly functional, prior LID project examples tend toward less aesthetically pleasing appearance.

Staff Recommendation

It is staff's assessment that both the Skelly and Loy Inc. and Bradly Site Design proposals are responsive to the RFP and present reasonable cost proposals. Based on the personnel qualifications and related experiences outlined in these proposals, it is staff's conclusion both firms are capable of undertaking the project work. Additionally, staff finds that both proposals are equally suited to meet the primary objectives of the project to A) serve the utilitarian needs of the parking area B) implement LID practices to effectively address stormwater runoff.

Therefore, to formulate a recommendation, staff compared the proposals in terms of:

- 1) Aesthetic sensibility of past projects
- 2) Approach to conducting meetings
- 3) Opportunity for public input and involvement

Bradley Site Design's cost proposal is \$ 33,700 compared to SKELLY and LOY's cost of \$ 29,910. Both cost proposals fit within the acceptable range for undertaking design work for this project.

It is staff's recommendation that the City Council accept the proposal of Bradley Site Design to provide professional services associated with the design and construction of stormwater best management practices at the Buddy Attick Park parking lot, as set forth in their proposal dated July 16, 2015 at a cost of \$ 33,700.

Staff's recommendation for selecting Bradley Site Design is based on the city's prior positive experience working with this firm in addition to our assessment of their proposal package and relevant experience. Staff assessed the practical and aesthetic value of completed stormwater best management practices designed and implemented by these firms in related project work. BSD has previously designed bioretention areas for the purposes of engaging and educating school children. Their designs have incorporated elements such as touch pools and interpretive signage to promote active learning by the public. In addition, BSD projects seem to consider the changing seasonal appearance and maintenance requirements of their selected native plantings, which would be valuable to this project as a year-round activity area.

It is Staff's opinion that BSD's approach to the project will provide greater opportunity for public comment through the presentation of more than one conceptual design from which to develop a final design. Their proposal timeline displays a willingness to redesign and represent the project as needed in response to funding restrictions, site needs, and project goals. It is staff's opinion that BSD's focus on public use of the space will better be able to meet the competing design goals outlined in the project scope while addressing stormwater management issues.

With concurrence of this recommendation, staff can prepare a Resolution for Negotiated Purchase to award the Buddy Attick Park parking lot redesign project.

Attachments

Buddy Attick Park Request for Proposals

Site Visit Meeting Notes – July 1, 2015

Bradley Site Design Proposal

Skelly and Loy Inc. Proposal